

SCHOOL DISTRICT OF THE MENOMONIE AREA
ADMINISTRATIVE WORK PLAN FOR 2021-2022- APRIL 25 UPDATE
ALIGNED WITH THE STRATEGIC GOALS OF THE SDMA

Due to the COVID-19 pandemic and capacity limitations impacting progress on the work plan, the **bolded items** of the work plan were prioritized by the Board on July 12, 2021. Progress added since the February 2022 review are italicized.

Overarching Strategic Planning Goal: Review [all measurable goals](#) on the [original strategic plan](#) and recommend future targets for Board approval by January 1, 2022. (Due to the re-emergence of COVID-19, the Board postponed the evaluation and updating of targets until the summer.)

PILLAR 1: CAREER, COLLEGE AND LIFE READY GRADUATES

- Create and obtain Board approval of a draft graduate profile by June 30, 2022. *(on hold, possible consideration for future work plan)*
- Review and update website delineating academic and career pathways for middle and high school students by June 30, 2022. *(on hold, possible consideration for future work plan)*
- Review inventory of where 21st Century and digital skills are currently included in K-12 curriculum. Determine highest leverage strategies to reinforce and build as needed while connecting to ACP work. Report progress to the Board by June 30, 2022. *(on track for completion)*
 - An updated [School to Work/E4E](#) plan was reviewed and approved by the Board on July 12, 2021 that included an overview of ACP and planned activities and high level skills.
 - A review of ACP activities linked to classroom instruction conducted by MMS and MHS departments as back to school PD for middle school and high school.
 - Purchase online access to Xello (Online Career Exploration Tool) for grades 4 and 5.
 - Elementary School Counselors meet on February 11 to review how the use of the Xello tool is enhancing this work in grades 4 & 5.
- **Review and monitor student achievement and reestablish baseline levels as needed following COVID-19 pandemic with a report to the Board by January 1, 2022. *(completed)***
 - A [Screening](#) and [SLO](#) report was delivered to the Board of Ed on 9/27/2021.
 - A WI [District and School Report Card](#) report was delivered to the Board on 11/22/2021.
 - A report with [updated baselines](#) was shared with the Board on December 13 and January 10, 2022.
- **Conduct a program review in the area of English Language Arts and report findings to the Board before June 30, 2022. *(on track for completion)***
 - Timelines for [K-5](#), [6-8](#), [9-12](#) have been developed and teams are meeting to complete this work.
 - Representatives from the ELA team met on the January 17 PD day to begin the process of drafting action plans for future years.
 - *A gallery walk of possible 3-5 ELA resources was conducted the week of March 28, 2022 for staff to provide feedback on possible ELA resources.*

- *The 3-5 ELA resources review team met on April 13, 2022 to review two selected resources for possible adoption.*
- **Conduct a program review in the area of Math and report findings to the Board before June 30, 2022. (on track for completion)**
 - Timelines for [K-5](#), [6-8](#), [9-12](#) have been developed and teams are meeting to complete this work.
 - Representatives from the Math team met on the January 17 PD day to begin the process of drafting action plans for future years.
 - *An on demand video overview of the updated WI Academic Standards for Mathematics was shared with K-12 Math teachers as part of the April 18, 2022 Professional Development day.*

PILLAR 2: STUDENT SOCIAL AND EMOTIONAL WELLNESS

- Review and update map of SEL curriculum to present to the Board before June 30, 2022. (on hold, possible consideration for future work plan)
- Review and update tiered levels of SEL instruction and personalized mental health services, as part of the SDMA Equitable Multi-Level Systems of Support to be presented to the Board before June 30, 2022. (on track for completion)
- **Review and update the inventory of mental health resources and the referral pathway for families to access mental health services to be presented to the Board before June 30, 2022. (on track for completion)**
 - A web page for [Student Mental Health Resources](#) has been developed/updated on the district website, including information for families who are interested in community-based or school-based mental health services.
- Review and update SEL Professional Development Plan differentiated by SEL needs and employee groups to be presented to the Board before June 30, 2022. (Completed)
 - The PD needs assessment was administered in March of 2022.
 - *A summary of the PD needs assessment was shared with the Board on April 25, 2022. Items prioritized for future SEL professional development include addressing difficult behaviors and student de-escalation strategies. Professional development in the area of mindfulness in the classroom was also prioritized as an instructional strategy.*
- Provide SEL professional development for faculty and staff before June 30, 2022. (on track for completion)
 - Presenter Tom Kidd delivered a staff development presentation as part of opening inservice on August 23, 2021: *“Bouncing Back from the Pandemic: As Resilient Educators with a Chosen Attitude, Your Life in Balance and Living WELL in all 8 Dimensions of Wellness”*
 - Arts Integration Menomonie SDMA Mindfulness Coaches delivered professional development to new staff on the use of mindfulness practices as part of new staff PD August 17-19.
 - SDMA Behavioral Coach Amy Wamboldt delivered a *Love and Logic* training on November 21 and 22.

- SDMA Behavioral Coach Amy Wamboldt delivered a virtual *Love and Logic* training on January 17, 2022.
- *Trauma training through CESA 10 for 8 educators using Dr. Bruce Perry's Neurosequential Model for Education. Four of the eight educators will go on to complete the advanced train-the-trainer professional development.*
- Identify and deliver training for staff in the area of SEL and school safety before June 30, 2022. **(completed)**
 - Non-Violent Crisis Intervention initial training was held on Oct 15, 2021.
 - All staff participated in 2021-2022 back-to-school trainings on Mandated Reporting in Child Abuse and Neglect and Mandated Reporting of Threats of School Violence.
 - CPR training was held on November 21 and 22.
 - ALICE school safety refresher trainings were conducted at the building level.
 - Student Behavior Round Table facilitated on Oct 14, 2021.
 - Non-Violent Crisis Intervention training was held on January 17, 2022.
- Review and improve the recently developed system for tracking student reported mental health emergencies. Report to the Board before June 30, 2022. **(on track for completion)**
 - Presented school-based and community-based mental health contacts to the Board during the July 26th meeting in the [Pupil Services Team Review](#) report.
 - An updated report will be shared with the Board in the summer 2022.
- **Respond to problems related to bullying and harassment in the school district and provide a summary report to the Board before June 30, 2022. (on track for completion)**
 - Review of policy and data on harassment/bullying was presented to the Board during the July 26th meeting in the [Harassment and Bullying Report](#).
 - An updated report will be shared with the Board in the summer 2022.

PILLAR 3: OUR TALENTED WORKFORCE

- **Analyze DPI annual Inequitable Distribution of Teachers Report to identify any areas of need and report to the Board before June 30, 2022. (on track for completion)**
 - The DPI report is typically shared with the district in June.
- **Conduct professional development needs assessment and provide a summary report to the Board before June 30, 2022. (Completed)**
 - A [follow-up survey](#) was conducted at the conclusion of opening PD in August.
 - A PD needs assessment was administered in March of 2022.
 - A *summary report of the PD needs assessment was shared with the Board on April 25, 2022.*
- Formalize communication processes for shared decision-making cascading from district level to schools and report to the Board before June 30, 2022. **(on hold, possible consideration for future work plan)**
- Evaluate effectiveness and participation in UW Stout Master's cohort program and report to the Board before June 30, 2022. **(on track for completion)**
 - Staff interest has been assessed on an annual basis in the second half of each year to determine if establishing an SDMA cohort is feasible.

- *Staff will be asked as part of the supplemental PD needs assessment if there is interest in the establishment of a future master's cohort.*
- **Study teacher compensation system to make recommendations to the Board of Education for the 2022-2023 school year. (completed)**
 - *Employee compensation recommendations were shared with the Board on March 7 and March 28, 2022.*
- **Study impact of substitute teacher initiatives in place to determine further action (e.g. MHS subbing pilot, incentives) and report to the Board by January 1, 2022. (tasks initiated, goal partially completed due to COVID-19. A final report will be shared with the Board before June 30, 2022)**
 - The MHS Sub Model (initially piloted during the 2018-2019 school year) continues to work well. A system has been established and additional help is provided when needed. External subs are being utilized at the middle school and elementary levels.
 - The [SDMA incentive program](#) (for sub teachers) approved by the Board of Education at the September 13 Board meeting has gone well, but did not immediately improve the sub pool as expected.
 - The hiring of two full time floating sub teachers was presented and approved at the December 13 Board meeting as a result of the incentive program not resulting in significant growth of the SDMA teacher sub pool. These positions report daily and are used to cover where they are needed.
 - *Since the January COVID-19 surge, the district has been able to regularly fill teacher vacancies with good success.*
- Analyze effectiveness of current employee recognition strategies and report to the Board before June 30, 2022. (on hold, possible consideration for future work plan)

PILLAR 4: PARENT AND COMMUNITY PARTNERSHIPS

- Develop an action plan to assess parent satisfaction and engagement and report to the Board before June 30, 2022. (on track for completion)
 - *A survey by School Perceptions, Inc. will be administered beginning on April 25, 2022.*
- Conduct a family survey to gather data on school district website use and communication effectiveness and provide a summary report to the Board before June 30, 2022. (on track for completion)
 - *A survey by School Perceptions, Inc. will be administered beginning on April 25, 2022.*
- Collaborate with county officials and key civic groups to identify new partnership opportunities and report to the Board before June 30, 2022. (on track for completion)
 - Discussions were held with leadership at the City of Menomonie regarding the possibility of merging recreational services and staffing. Unfortunately, the city did not have any interest in collaborating on this issue at this time.
 - Collaboration with the Community Foundation of Dunn County
 - A meeting was held on November 16 to discuss expanding the district's involvement with the Community Foundation of Dunn County.
 - A second meeting was held on December 1 for the following:

- Creation of a revamped school/foundation committee
 - Identify potential members (googledoc)
 - Discuss contact process and creation of contact script
 - Assign person assigned to make initial contact
 - Schedule Committee Meeting and Review Presentation- Jan. 27
 - Discuss next steps for securing support for SDMA Solar Project
 - Contacting current fund holders
 - Soliciting crowdfunding
 - Kickoff of revamped school/foundation committee was postponed due to COVID-19.
- Collaboration with the Boys and Girls Club
 - The SDMA partnered with the Boys and Girls Club to apply for a 21st Century Grant in hopes of expanding programming at MMS.
 - *The Boys and Girls club held a press conference at the Middle School on March 9, 2022 announcing their commitment to opening a new club in Menomonie located at the Middle School. This club would serve 50 students in grades 6-8.*
 - *SDMA representatives attended the annual Boys and Girls Gala fundraiser April 7th, 2022. The proposed Menomonie Middle School club was a focal point as a part of the Boys and Girls Club's Building Great Futures capital campaign.*
- Collaboration for Broadband Expansion
 - *Several letters of support were provided to the Lucas town chairperson and 24/7 for broadband expansion grants.*
- Collaboration with the Menomonie Chamber and Local Community Groups
 - *The district worked with the Menomonie Chamber and a local community group to provide facilities for candidate forums for local spring elections.*
- Build on current partnerships by assessing the status/number/type of community partnerships in place as well as school needs and report to the Board before June 30, 2022. **(on hold, possible consideration for future work plan)**
- **Review and update inventory of resources available to families in need and report to the Board before June 30, 2022. (on track for completion)**
 - A web page for [Children and Youth in Transition](#) has been developed/updated on the district website.
 - A web page for [Community Connections](#) has been developed/updated on the district website.
- **Develop a plan for expanding academic services outside of the school day and report to the Board before June 30, 2022. (on track for completion)**
 - A pilot program, "Mustang Minds", was started at the middle school on November 30. The program meets twice a week, 1.5 hours per meeting, for the remainder of the 2021-2022 school year (total of 43 meeting dates.) Mustang Minds offers students needed additional academic support, while also helping students to increase self confidence as a learner.
 - Primary focus is on Math and ELA skill deficit
 - Secondary focus on homework completion from other content areas
 - Aim to continue the program into the 2022-2023 school year while expanding days offered. Potential addition at the high school level.

- *Mustang Minds has found success in its first three sessions with an average of 21 students attending.*
- Discussions were held with the Boys and Girls Club for a pilot club at the middle school starting during the Spring semester of 2021-2022.
 - The Boys and Girls Club is currently working on fundraising for this possible expansion.
- Continued discussions are being help with UW-Stout to work on a tutoring collaboration
 - Goal is to have UW-Stout tutors available before and after school at the high school and potentially at the middle school
- *Students at MHS have the opportunity to participate in a total of eleven High School Academies in partnership with CVTC as part of SDMA Summer School. This expansion of summer school offerings at the high school level will allow students to earn dual credit.*

PILLAR 5: FACILITIES AND OPERATIONS

- **Review and update safety flip charts and school safety kits and report to the Board before January 1, 2022. (task completed)**
- Continue process for studying future facility needs and report to the Board before June 30, 2022. **(on hold, possible consideration for future work plan)**
- **Develop building energy plans and identify projects aligned with the new energy management policy and report to the Board before January 1, 2022. (completed)**
 - Energy Plans for each district building were developed and shared with the Board on August 23, 2021 and October 25, 2021.
 - The MMS Solar Project was discussed with the Board on October 25 and approved on November 8.
 - Construction of the MMS Solar Project is scheduled for spring/summer 2022.
- **Develop 2021-22 budget to address identified priorities (ie. energy projects, projects identified in the 30-Year Maintenance Plan, and future facilities planning) and report to the Board before June 30, 2022. (completed)**
 - Department meetings were held to discuss capital maintenance needs as the annual update to the 30-Year Capital Maintenance Plan was being prepared.
 - The Board reviewed the 30-Year Plan on January 10 and approved the plan on January 24.
- **ITEM ADDED BY THE BOARD: Provide the Board with an updated report on the status of all building-level school safety assessment recommendations before September 1, 2022. (on track for completion)**
 - *Building principals are reviewing recommendations and preparing reports on progress made from the 2018 school safety and security audits.*